

## Message Text

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44

ACTION DRC-01

INFO OCT-01 EA-10 ISO-00 L-03 OMB-01 SCA-01 SY-05 AID-05

USIA-15 COME-00 DODE-00 DOTE-00 JUSE-00 /042 W

----- 081019

R 050913Z AUG 75

FM AMEMBASSY SINGAPORE

TO SECSTATE WASHDC 3217

INFO AMEMBASSY KUALA LUMPUR

UNCLAS SINGAPORE 3388

E.O. 11652: N/A

TAGS: AINF, OGEN

SUBJ: IMPLEMENTATION OF 1974 PRIVACY ACT

KUALA LUMPUR FOR B&F AND RSO

REF: STATE 172353

1. REPORT INCLUDES ONLY STATE DEPT. RECORDS. ALL OTHER AGENCIES  
ANTICIPATE RECEIVING SEPARATE INSTRUCTIONS FROM THEIR AGENCIES  
OR DEPARTMENTS AND WILL REPLY ACCORDINGLY.

2. REPORT DOES NOT, REPEAT NOT, INCLUDE (1) ALLOWANCE OR ORE  
FILES AUTHORIZED UNDER STANDARDIZED REGULATIONS AS OFFICIAL  
RECORDS MAINTAINED BY B&F IN KUALA LUMPUR; (2) PERSONNEL FILES  
AND OFFICERS' EVALUATION REPORTS AS ORIGINALS MAINTAINED IN  
DEPARTMENT; (3) SECURITY FILES (VIOLATIONS ONLY) AS ORIGINALS  
AND ALL OTHER SY FILES MAINTAINED IN DEPARTMENT.

NORMALLY, ALL INDIVIDUALS MAY REVIEW THEIR OWN FILES, OTHERWISE  
FILES ARE RESTRICTED TO ADMIN PERSONNEL ON A NEED-TO-KNOW  
BASIS.

3. REPORT INCLUDES ONLY TWO RECORDS WHICH APPEAR APPROPRIATE  
FOR INCLUSIONS UNDER GUIDELINES OF REFTEL, I.E.:

### I. NAME OF RECORD

CONS: CONSULAR REGISTRATION OF US CITIZENS ABROAD

GSO: TRAVEL, TRANS & LICENSE FILE

UNCLASSIFIED

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### II. CATEGORY OF INDIVIDUAL

CONS: INFORMATION REGARDING U.S. CITIZENS IN CONSULAR DISTRICT  
WHO DESIRE TO HAVE THEIR PRESENCE AND PERSONAL DATA KNOWN  
TO EMBASSY.

GSO: U.S. GOVERNMENT EMPLOYEES ATTACHED TO U.S. EMBASSY.

III. CATEGORY OF RECORD

CONS: INCLUDES NAME, DATE AND PLACE OF BIRTH, LOCAL, U.S.  
AND EMERGENCY ADDRESSES, EVIDENCE OF CITIZENSHIP AND NAMES  
OF MEMBERS OF PRIMARY FAMILY (RECORD IS VOLUNTARY). ENDORSEMENTS  
OF SUBSEQUENT CONSULAR SERVICES RENDERED THE INDIVIDUAL ARE  
ADDED.

GSO: TRAVEL ORDER, SHIPPING DOCUMENTS, LICENSING INFORMATION.  
(DRIVERS, PETS, VEHICLE REGISTRATION, ETC.)

IV. AUTHORITY

CONS: EXECUTIVE ORDER 8820 DATED JULY 11, 1946 AND SUPERSEDED  
BY EXECUTIVE ORDER 11295 DATED AUGUST 5, 1966. 22CFR 50.3  
PROVIDES THAT A PERSON WHO CLAIMS U.S. NATIONALITY MAY  
APPLY FOR REGISTRATION.

GSO: POST MANAGEMENT REQUIREMENT.

V. ROUTING USES

CONS: RECORD RELEASED TO THIRD PARTIES ONLY UPON CONSENT  
OF THE REGISTRANT OR WHEN OFFICERS FEEL THAT RELEASE OF INFO  
WILL BE OF BENEFIT TO THE REGISTRANT. INFORMATION MAY ALSO  
BE RELEASED PURSUANT TO A SUBPOENA OR COURT ORDER, AT  
THE REQUEST OF ANOTHER U.S. GOVERNMENT AGENCY, OR WHEN  
EXPRESSLY AUTHORIZED BY THE SECRETARY OF STATE. MATERIAL OF  
A CLASSIFIED NATURE SHALL NOT BE FURNISHED EVEN TO THE  
REGISTRANT.

GSO: AID, USIA, DEPT. OF COMMERCE, DEPT. OF DEFENSE, DEPT.  
OF TRANSPORTATION, DEPT. OF JUSTICE. ALL INDIVIDUALS MAY  
CONSULT OR REVIEW THEIR OWN FOLDERS. OTHERWISE THEY ARE  
RESTRICTED TO G.S.O. PERSONNEL TO CHECK ON MATTERS ASSOCIATED  
WITH ARRIVAL AND DEPARTURE OF PERSONNEL.

VI. RECORD MANAGEMENT POLICY & PRACTICE

CONS: RECORDS ARE MAINTAINED IN HARD COPY AND INDEXED BY  
NAME. USE OF RECORDS IS SUPERVISED BY CONSULAR OFFICER DURING  
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WORK-DAY AND STORED IN SPECIAL LOCKED CABINETS AFTER-DUTY  
HOURS. RECORDS ARE TO BE HELD FOR MAXIMUM OF 5 YEARS FROM  
DATE OF LAST ENDORSEMENT.

GSO: FILES IN FOLDERS AND FILED ALPHABETICALLY BY NAME.  
NO RESTRICTED INFORMATION IS CONTAINED SO NO SECURITY  
PRECAUTIONS NECESSARY. RECORDS DESTROYED IN ACCORDANCE WITH  
DISPOSITION HANDBOOK.

VII. SYSTEM MANAGER

CONS: THE ADMINISTRATIVE OFFICER  
GSO: THE ADMINISTRATIVE OFFICER

VIII. SOURCES

CONS: COMMERCIAL ESTABLISHMENTS, HOTEL CHAINS, BANKS AND

PRIVATE CITIZENS, AS WELL AS THE REGISTRANT.

GSO: N/A.

HOLDRIDGE

UNCLASSIFIED

<< END OF DOCUMENT >>

## Message Attributes

**Automatic Decaptioning:** X  
**Capture Date:** 26 AUG 1999  
**Channel Indicators:** n/a  
**Current Classification:** UNCLASSIFIED  
**Concepts:** n/a  
**Control Number:** n/a  
**Copy:** SINGLE  
**Draft Date:** 05 AUG 1975  
**Decaption Date:** 01 JAN 1960  
**Decaption Note:**  
**Disposition Action:** n/a  
**Disposition Approved on Date:**  
**Disposition Authority:** n/a  
**Disposition Case Number:** n/a  
**Disposition Comment:**  
**Disposition Date:** 01 JAN 1960  
**Disposition Event:**  
**Disposition History:** n/a  
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**Enclosure:** n/a  
**Executive Order:** N/A  
**Errors:** n/a  
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**Office:** ORIGIN DRC  
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**Original Handling Restrictions:** n/a  
**Original Previous Classification:** n/a  
**Original Previous Handling Restrictions:** n/a  
**Page Count:** 3  
**Previous Channel Indicators:**  
**Previous Classification:** n/a  
**Previous Handling Restrictions:** n/a  
**Reference:** n/a  
**Review Action:** RELEASED, APPROVED  
**Review Authority:** ellisooob  
**Review Comment:** n/a  
**Review Content Flags:**  
**Review Date:** 16 SEP 2003  
**Review Event:**  
**Review Exemptions:** n/a  
**Review History:** RELEASED <16 Sep 2003 by MorefiRH>; APPROVED <12 JAN 2004 by ellisooob>  
**Review Markings:**  

Margaret P. Grafeld  
Declassified/Released  
US Department of State  
EO Systematic Review  
06 JUL 2006

**Review Media Identifier:**  
**Review Referrals:** n/a  
**Review Release Date:** N/A  
**Review Release Event:** n/a  
**Review Transfer Date:**  
**Review Withdrawn Fields:** n/a  
**Secure:** OPEN  
**Status:** <DBA CORRECTED> gwr 971003  
**Subject:** n/a  
**TAGS:** AINF, OGEN, OGEN  
**To:** STATE INFO KUALA LUMPUR  
**Type:** TE  
**Markings:** Margaret P. Grafeld Declassified/Released US Department of State EO Systematic Review 06 JUL 2006